

SUPPLEMENTAL GUIDANCE FOR FILM AND TELEVISION PRODUCTION

Updated: July 8, 2021

The City and County of Honolulu has established a Reopening Strategy in which the film industry has been designated as an allowable activity under the Essential Business category.

DEPARTMENT OF PARKS AND RECREATION – PERMITTING DETAILS:

The following guidelines are to be followed to obtain permission to film at jurisdictions under the Department of Parks and Recreation. Permits will be issued based on the social gathering sizes stated in the Reopening Strategy document. Given the fluid nature of the situation, allowable numbers may be revised in the future. Please check to ensure the most current allowances are being used when planning for the shoot. As of July 8, 2021 they are:

Tier 1: groups of 5 **Tier 2:** groups of 5 **Tier 3:** groups of 10

Tier 4: groups of 10 indoors / 25 outdoors **Tier 5:** groups of 25 indoors / 75 outdoors

All productions must follow the *City and County of Honolulu Guidelines for Film and Television Industry* which outlines the Covid-19 health and safety protocols to be followed while working on the island of Oahu. This *Supplemental Guidance* should be reviewed in conjunction with the general guidance for the industry.

- No permits for a developed park will be issued for weekends or holidays for Medium or Large size productions unless a specific exemption has been granted by the Director of Parks and Recreation or their designee. The same restriction does not apply to Micro and Small productions that have a maximum 10-person or 25-person size.
- A Honolulu Police Department Special Duty Officer is required and must be visible to the public while the production is on-site if the Tier System general public gathering size maximums will be exceeded by the number of cast, crew and extras at a location.
- **MICRO**, minimal impact crews of 10 people or fewer must operate in pods sized per the Tier System gathering size, and shall follow the usual film permitting procedures. A minimum of 6 feet physical distancing between the pods must be maintained.
- **SMALL**, Crews consisting of 11 people to a maximum of 25 people must operate in pods per the gathering size specifications. A minimum of 6 feet physical distancing between pods shall be maintained. A crew member, generically called a 'covid-19 compliance officer' must be on-site and is responsible for ensuring and enforcing that all cast and crew adhere to the health and safety guidelines.

- **MEDIUM and LARGE** productions of 26 or more people must organize themselves in public gathering size pods, a minimum of 6 feet physical distancing between pods shall be maintained. A covid-19 compliance officer(s) must be on-site and is responsible for ensuring and enforcing that all cast and crew adhere to the health and safety guidelines.
- Parking for production is allowed in parking lots, provided that at least 50% of the lot remains open to public unless a specific exemption has been granted by the Director of Parks and Recreation or their designee.
- Production may set up canopies that should not exceed pre-covid general parks department guidelines to aide in creating a safe set environment and meet industry and union covid protocol requirements:
 - General Parks and Recreation rules state that canopies 2101 square feet and above require an additional Honolulu Fire Department permit to meet fire safety code. Canopies 2100 or less can be included in the standard filming permit request
 - In most instances canopies must be secured using weighted methods; staking into the park grounds is not allowed unless specifically stated the permit
 - Multiple canopies may be set up as may be needed
 - Crew members in the canopies must follow the gathering size maximums outlined in the Tier System
 - Canopies set up near a sidewalk must be a minimum of six (6) feet away from the sidewalk if the outside area adjacent to the sidewalk will not be cordoned off for production's use
 - Canopies may be set up for hair, make-up and as dressing rooms with sides but a reasonable amount of ventilation and airflow is required.
 - If the canopy is to be used as a changing room, then all four (4) sides may be utilized but should only have one (1) person occupy it at a time. The interior of the canopy with sides should be allowed to 'air out' with at least two of the four sides raised for at least 5 minutes in between users. Reasonable sanitization procedures should be followed.